



Lead Testing Instructions and Submittal Form

City of Hillsboro Water Department (HWD) is offering a community lead testing program to its qualifying customers. This kit includes instructions for testing according to standards recommended by the Environmental Protection Agency (EPA). The sample you provide will be sent to an OHA- accredited laboratory for analysis, and results will be emailed to you when they are received (typically 4-6 weeks).

Included in test kit:

- Water sampling form
- Large testing bottle
- Plastic Bag
- Informational brochure
- Small testing bottle

1. **Determine when to sample your water.** Usage the day before sample collection should be typical of regular daily use. Choose a time when you can ensure that water will stand undisturbed in your household pipes for at least six hours; either during the day while at work or out of the house; or overnight while household members are asleep.

2. **Before you sample note when the water was last used in the box below.**

- Clearly record the time and data on bottle and in the box below.
- Do not intentionally flush the water line before the start of the six hour period.
- Do not use the water in your home for at least six hours.

3. **Collect the water sample.** Remove the lids from the large sample bottle and small sample bottle.

- Put the large sample bottle under the cold water faucet and fill immediately with the first water out of the tap. Fill at the same flowrate you would use to fill a glass of drinking water. Do not remove aerators, if present.
- Put the lid back on the large sample bottle and screw it on tightly. Gently turn the bottle over several times to mix the sample thoroughly.
- Remove the lid from the large sample bottle. Pour water from the large sample bottle into the small sample. Fill to the neck of the small sample bottle. Securely put the lid back on the small bottle.
- Discard the remaining water in the large sample bottle or use it for non-cooking or non-drinking purposes.

4. **Complete sampling form.** Please remember to fill out the time/date of collection and what fixture was sampled (e.g. kitchen faucet).

5. **Return the completed kit (small bottle, large bottle, and completed sampling form in bag) by dropping it off to the Hillsboro Water Department (same as pick up location) within seven days of the sample collection.** Samples are accepted at the Hillsboro Civic Center 150 E Main Street, Monday-Thursday, 8:00 a.m. to 4:30 p.m.

Call 503.615.6702 if you have any questions regarding these instructions.

TO BE COMPLETED BY RESIDENT:

Name _____ Fixture Sampled (Field ID) _____

Address (Location) _____

Water was last used: Time _____ Date _____

Sample was collected: Time _____ Date _____

I have read the above directions and have taken a tap sample in accordance with these directions.

Signature _____ Date _____